

## ROUTING AND TRANSMITTAL SLIP

Date 10 OCT 1985

TO: (Name, office symbol, room number,  
building, Agency/Post)  
DIRECTOR OF PERSONNEL

Initials Date

1.		
2.		
3.		
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

## REMARKS

#1. ACTION

FOR YOUR DIRECT RESPONSE WITH A DROP

COPY TO DDA AND ER,

SUSPENSE: 25 OCTOBER 1985

cc: D/OTE

STAT

DO NOT use this form as a RECORD of approvals, concurrences, disposals,  
clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

EO/DDA 7D18 HQS

Phone No.

5010-102

\* U.S.G.P.O. 1983 - 421-529/320

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.205EXECUTIVE SECRETARIAT  
ROUTING SLIP

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA	X			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OLL				
14	D/PAO				
15	VC/NIC				
16	D/PERS		X		
17					
18					
19					
20					
21					
22					

SUSPENSE

Date

## Remarks

TO #6: For your direct handling.

STAT

Executive Secretary

9 Oct 85

Date

3637 (10-81)

STAT

GEORGETOWN UNIVERSITY  
WASHINGTON, D.C. 20057DEPARTMENT OF GOVERNMENT  
PUBLIC POLICY PROGRAM

Executive Registry

85-3809

26 September 1985

DD/A REGISTRY  
FILE: 18-3DD/A Registry  
85-3486

Dear Sir/Madam:

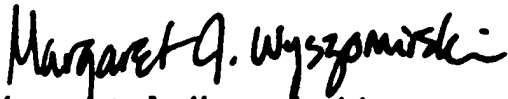
We would like to take this opportunity to acquaint you with the Georgetown University Master's in Public Policy Program. The M.P.P. program was first instituted in 1980-1981, and is dedicated to training those who desire a strong grounding in the political and economic dimensions of governmental policy-making. We have enclosed a brochure which gives further details concerning our program of study and faculty.

One of the strengths of the Georgetown M.P.P. program is that students are encouraged to undertake an internship that in some manner maintains a public policy emphasis. We are writing to you to ask whether you have any such internships available. Internships can be paid or unpaid, and usually range anywhere from 15 to 40 hours per week. Let us just add that we believe our students are highly qualified for the task at hand. They have previously attended many of the finest undergraduate institutions in the country, and on graduate standardized tests, they tend to rank in the 85th-90th percentile.

If you do have an internship opening that you think would be beneficial to our students, please fill out the enclosed internship form and return it to our office. If you have any questions concerning our program and internship procedure, please call us at 625-4963/4540, or contact Don Giannella, Program Assistant, at 625-4542.

Thank you for your consideration in this matter.

Sincerely,

Margaret J. Wyszomirski  
Director M.P.P. ProgramMarshall R. Goodman  
Coordinator of Intern  
and Graduate Placement

STAT

**INTERNSHIP PLACEMENT FORM**

Office: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Intern Coordinator and Phone: \_\_\_\_\_

\_\_\_\_\_

**Description of Internship:**

**Requirements of Internship**

Residence Requirement? \_\_\_\_yes \_\_\_\_no

Is a security clearance needed? \_\_\_\_yes \_\_\_\_no

Hours desired per week \_\_\_\_\_

Is this a paid internship? \_\_\_\_\_

volunteer internship? \_\_\_\_\_

Other requirements or suggestions:

Please send completed form to:

Dr. Marshall Goodman  
Director, Internship and Placements  
Masters in Public Policy Program  
Georgetown University  
Washington, D.C. 20057

GEORGETOWN UNIVERSITY

# GRADUATE PROGRAM IN PUBLIC POLICY

A Specialized Program in Public Policy Analysis

Washington, D.C.



Established in 1980-81, the multi-disciplinary program in Public Policy leading to a Master's Degree is administered by the Graduate School in cooperation with the Departments of Government and Economics. The program is designed to meet the needs of those who desire a strong grounding in the political and economic dimensions of governmental policy-making, particularly those who plan a career in policy analysis in the public or private sectors. Principal features of the program include: — 1) An interdisciplinary training program encompassing political science and economic principles as well as analytical and methodological skills; 2) A flexible selection of course offerings focusing on specific policy subjects, policy making institutions, or advanced analytical techniques; 3) The chance to interact with and learn from public policy experts drawn from government, academia, and private industry; and 4) Internships in national government agencies as well as a variety of interest group and research organizations in the Washington metropolitan area.

Director,  
Margaret Jane Wyszomirski, Ph.D.

## GENERAL INFORMATION

### Admission

The requirements for admission are a Bachelor's degree or its equivalent, at least a B average in undergraduate work, a major in political science, and at least the equivalent of six credit hours in economics. Students with related undergraduate majors and a minimum of twelve undergraduate credit hours in political science will also be considered. In certain cases, the admissions committee may require remedial undergraduate work.

Prospective students may receive application forms from the Office of Graduate Admissions, The Graduate School, Georgetown University, 37th and "O" Streets, Washington, D.C. 20057, (202) 625-4001. Those students who wish to be considered for scholarship assistance must apply by February 1, prior to the fall semester for which they wish to enroll. All applications received prior to June 1 will be considered for admission. Applications and all supporting documents must be sent to the Office of Graduate Admissions, The Graduate School.

The Graduate Record Examination scores must be submitted by all applicants.

### Enrollment

Either part-time or full-time. A sequence of required courses will be offered in the fall and spring semesters. Full-time students can expect to complete their course work in three semesters, not including optional summer sessions. Part-time students will normally need six semesters. To accommodate the schedules of many of our part-time students who are Washington professionals, required courses are taught throughout the year during the evening hours.

### Transfer of Credit

Transfer of credit for graduate work satisfactorily completed at another recognized university and other like institutions, may be applied for after satisfactory completion of at least twelve semester hours at Georgetown University. Such transfer of credit, ordinarily not to exceed a total of six semester hours from all sources, will be granted upon approval of the Program Director and the Dean of the Graduate School.

**Tool Requirements** All students must be familiar with simple analytical techniques based on the rudiments of college algebra and introductory calculus. Otherwise they will be required to take a special non-credit course, Mathematics for the Social Sciences. In addition, they will be expected to demonstrate basic competence in statistics and computer technology at a level adequate to conduct social science research. This requirement can be met by: (a) submitting acceptable evidence of acquired competence; or (b) passing an examination administered semi-annually on the University campus at the beginning of each semester; or (c) completing designated courses available on campus on a pass/fail basis.

PLACE  
STAMP  
HERE

#### Other Requirements

Except where otherwise stipulated, this program falls under the same rules and regulations as other Georgetown University Master's degree programs. Information about these requirements, as well as campus facilities available to all students can be obtained from the Georgetown School Catalogue available in the Graduate Admissions Office of the Graduate School.

#### The Degree

Graduates of the program receive a Masters in Public Policy (M.P.P.).

#### The Graduate School

The Georgetown University Graduate School was established in 1820, making it one of the oldest post-graduate schools in the nation. The approximately 2,000 students currently enrolled in the Graduate School are distributed among a large number of academic departments, interdisciplinary programs, and specialized schools offering advanced degrees. The variety of programs offered by the Graduate School permits students who are seeking competence in a particular field to also acquire knowledge in any number of related, relevant areas of study. Other Graduate School programs that may be of interest to students of Public Policy include the Master of Science in Foreign Service Program, the National Security Studies Program, and the Master's of Business Administration. Students may also benefit from the graduate school's close association with the Health Policy Institute, the Kennedy Institute for Bioethics and the Center for Strategic and International Studies. The Department of Government is an active member in the Inter-university Consortium for Political and Social Research (ICPSR), and maintains a comprehensive data collection.

#### The University

Founded in 1789 by John Carroll, Georgetown University is the oldest Catholic institution of higher learning in the United States. On March 1, 1815, an Act of Congress granted the University the power to confer degrees, and in 1844 the Congress formally incorporated the institution. Georgetown granted its first graduate degree in 1821 and its first doctoral degree in 1897.

Today, Georgetown University is one of the leading institutions of higher learning in the United States. The combination of a large and highly qualified faculty, a select student body, and a prestigious location in the nation's capital has helped spread Georgetown's reputation for excellence worldwide. The University faculty comprises some 400 full-time and 500 part-time professors and lecturers. Student enrollment (graduate and undergraduate) totals 12,000.

#### PROGRAM OF STUDY

The Master of Arts in Public Policy degree program consists of thirty-six semester hours (the equivalent of twelve one-semester courses) of graduate work successfully completed with a B average or better. The program has the following components.

##### Course Requirements in Government (15 credits)

- American Public Policy Process
- Introduction to Public Policy Analysis
- Methods of Policy Analysis
- Political Theory and Public Policy
- Research Practicum in Policy Assessment

##### Course Requirements in Economics (9 credits)

- Introduction to Micro Theory
- Introduction to Macro Theory
- Public Finance

Four Three-Credit Elective Courses, at least one to be chosen from (a) and the others from (b), (c), or (d):

- Specific Policy Areas
  - Housing and Community Development
  - Labor and Human Resource Policy
  - Domestic Policy Implementation
  - The Politics and Economics of Health
  - Regulation and Deregulation
  - Cultural Policy and the Arts
  - Education Policy
  - Social Welfare Policy
- Political Science Electives (Selective List)
  - Congress and Public Policy/Legislative Process
  - Policy Implementation
  - The American Presidency
  - Presidential Electoral Politics
  - U.S. Political Parties
  - Discrimination and the Rights Revolution
  - The Press and Policy-Making
  - Formation of American Foreign Policy
- Economics Electives
  - Public Policy Economics
  - Law and Economics
  - Ethics and the Economics of Public Choice
- Upon application, students may receive permission to take courses in the Departments of Psychology and Sociology as well as the Law Center or the School of Business Administration.

Additional course offerings are available through the Washington, D.C. Consortium of Universities. Enrollment in consortium courses must be approved by the Public Policy Program Director and the Graduate School before registration.

Upon completion of their course requirements, students

#### PROGRAM FACULTY

##### Government Department:

Marver Bernstein  
Ph.D., Princeton University  
R. Bruce Douglass  
Ph.D., Duke University  
*Chairman, Government Department*  
Valerie A. Earle  
Ph.D., University of Texas  
Stephen P. Gibert  
Ph.D., Johns Hopkins University  
*Director, National Security Studies Program*

Walter I. Giles  
Ph.D., Georgetown University  
Marshall Goodman  
Ph.D., Ohio State University  
James Lingle  
Ph.D., University of California (Berkeley)  
Candice Nelson  
Ph.D., University of California (Berkeley)  
Margaret Wrightson  
Ph.D., American University  
Margaret Jane Wyszomirski  
Ph.D., Cornell University  
*Director, Public Policy Program*

##### Economics Department:

Henry W. Briefs  
Ph.D., Georgetown University  
Douglas M. Brown  
Ph.D., West Virginia University  
Lisa Fox  
Ph.D., University of North Carolina  
Thomas McCool  
Ph.D., Columbia University  
Joseph L. Tryon  
Ph.D., Harvard University

##### Associated Faculty:

Patrick Melia  
Ph.D., Southern Illinois University  
Monica Neagoy  
M.A., University of Maryland  
Thomas O'Donnell  
Ph.D., American University  
Judith Feder  
Ph.D., Harvard University  
*Co-Director, Center for Health Policy Studies*  
William Scanlon  
Ph.D., University of Wisconsin  
*Co-Director, Center for Health Policy Studies*  
Charles Vehorn

Thomas Mann  
Ph.D., University of Michigan  
*Executive Director, American*  
Franklin Fisher, Jr.  
Ph.D., University of Southern  
Leslie Lenkowsky  
Ph.D., Harvard University  
Timothy J. Conlan  
Ph.D., Harvard University

(Please d

Phone

Zip Code